

**SECRET**

Approved For Release 2006/03/10 : CIA-RDP81B00961R000100120087-8

OSA-1528-62

10 October 1962

MEMORANDUM FOR: Chief, Administrative Division/OSA

SUBJECT : Use of Privately-Owned Vehicles by Field Security Personnel within Permanent Post of Duty Area

25X1

1. I understand that as a consequence of the revision of [ ] revised 29 January 1962, that the OSA has annunciated a policy that generally OSA people are authorized ten cents a mile under the circumstances outlined in the CIA Travel Notice dated 29 January 1962.

25X1A 2. On this date the Chief, Investigations Division, Office of Security, called to my attention the fact that the expense vouchers submitted by three OS Field Security Officers had "bounced". These officers performed assignments for OSA and apparently their vouchers had been referred to [ ] for approval. They had claimed twelve cents a mile (which is the standard Office of Security authorization for Field Investigators). The work performed by two of these officers was in the Washington, D. C., area and the third, in the San Francisco, California, area.

25X1A 3. [ ] informed me that the Office of Security policy is to authorize twelve cents a mile for Field Investigators regardless of their post of assignment. He stated that the OS had raised the question with the Agency Comptroller and received his concurrence in authorizing Field Investigators assigned to Field offices in the Washington, D. C., area to claim twelve cents a mile. It is understood that the use of POV's by such Field investigative and support officers has been determined to be in the best interest of the Government since it would cost a tremendous amount more to the Government to endeavor to maintain Government vehicles for their use.

4. It is strongly recommended that the OSA follow the pattern established by the Office of Security in authorizing Field Security Officers to claim twelve cents a mile when they employ their POV on official business.

5. I wholeheartedly agree with the limitation of mileage claims to ten cents a mile for individuals in a Headquarters city to occasionally use their car for transportation to a conference, etc. The Field fellow, on the other hand, must have a POV and could not operate effectively as a Field Security Officer without an automobile; and, therefore, should 25X1

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be authorized the maximum amount provided under Government regulations to enable him to amortize the heavy depreciation caused to the vehicle due to its regular employment on official business.

6. If you concur in the above, I would request that our Chief, Finance, OSA, be authorized to approve mileage claims by OS investigators who support us at twelve cents a mile. This would also make for a more consistent policy since I can appreciate that these boys would get somewhat confused in the rationale behind their being allowed to claim twelve cents a mile on OS assignments and only ten cents a mile on the much more sensitive OSA jobs.

SIGNED

[Redacted Signature Box]

Chief, Security Branch  
OSA

25X1A

Distribution:

Orig & 1 - Addressee  
1 - OSA/SB  
1 - OSA/RI

25X1A

OSA/SB: [Redacted Box]

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